



# Delaware Early Childhood Council

Meeting Minutes – July 20, 2016  
9:00 a.m. to 11:00 p.m.  
Delaware State Police Troop 2  
Robert Paris Community Room  
100 Lagrange Avenue  
Newark, DE 19702

**Council Attendance:** Christine Anderson, Office of Early Learning; Madeleine Bayard, Rodel Foundation; Heidi Beck, New Directions Early Head Start; Cheryl Clendaniel, The Learning Center; Ed Freel, University of Delaware; Debbie Gottschalk, Division of Health and Social Services; Mary Kate Mouser, Nemours Health and Prevention Services; Leslie Newman, Children and Families First; Susan Perry-Manning, Office of Early Learning; Karen DeRasmo, Prevent Child Abuse in Delaware; Dr. Michelle Shaivitz, Delaware Association for the Education of Young Children; Michelle Wilson, Capital School District, Booker T. Washington

**Others in Attendance:** Dawn Alexander, Janice Barlow, Nicole Bowe, Kim Brancato, Kate Dupont-Phillips, Daphne Evans, Ariel Ford, Caitlin Gleason, Rosanne Griff-Cabelli, Cynthia L. Guenzer, Paulina Gyan, Belvie S. Herbert, Representative Quinn Johnson, Renee Kottenhahn, Molly Magarik, Andrea Prettyman, Haley Qausaumu, Tina Rydgren, Gwendolyn Sanders, Annette Searfoss, Patricia Belle-Scruggs, Nancy Smith, Judy Stang, Debbie Taylor, Michelle Taylor, Kelli Thompson, Betty Gail Timm, Janet Umble, Jamie Walko, Linda Zankowsky

## 1. Welcome and Call to Order

- Madeleine Bayard welcomed everyone and called the meeting to order.

## 2. Review and Approval of Minutes

- Minutes were approved with no changes.

## 3. Council Updates

### • Council Appointments

- Susan Perry-Manning reported that the Council is still in the process of identifying a business leader for the business member vacancy.
- Helen Riley has retired and the Council has reached out to Julie Johnson for potentially being recommended to fill that role.
- DAEYC's new Executive Director will be recommended for appointment to the Council.
- A current council member list is included in the binders/folders and can be found at, <http://decc.delaware.gov/files/2015/12/Tab-1B-DECC-Membership-List-as-of-July-2016.pdf>.
  - Please email Marcie Shahan at: [Marcie.Shahan@doe.k12.de.us](mailto:Marcie.Shahan@doe.k12.de.us) to update any missing or incorrect information to the Council Member list.
- Betty Gail Timm, Mary Moor and S. Renee Smith have been added to the Council as ex-officio members.

#### **4. 2016-2017 Early Learning Final Budget Update**

- Susan Perry-Manning reported on the early learning final budget.
  - The Office of Early Learning was granted \$9.3 million in new funding for state FY17.
  - Thank you to Representative Quinn Johnson who was instrumental in the budget process.
- Governor's recommended budget was initially for \$11.3 million and essentially there was a \$2.2 million cut to the requested amount (including \$200,000 set aside specifically for an inclusive teaching model at University of Delaware).
- Decisions about final cuts to be made are in process with the goal being to minimize any cuts that directly impact children and families.

#### **5. Delaware Early Learner Survey Update**

- Caitlin Gleason from the Office of Early Learning gave a brief update on the Delaware Early Learner Survey and referenced document, <http://decc.delaware.gov/files/2015/12/Early-Learner-Survey-Talking-Points.pdf> for specific Early Learner Survey talking points.

#### **6. CCDF Plan Update**

- Debbie Gottschalk gave a brief update on the CCDF plan and the current status.
  - CCDF Plan – Delaware received conditional approval of its plan from the U.S. Office of Child Care. There are four major areas to be worked on based on the new plan. First is requiring all participating POC providers to be licensed. DHSS is still waiting on the final Federal rule to be issued to proceed with implementing this policy.
  - The other three areas are: approach to conducting and implementing current market rates, establishing a policy on early learning expulsions, and meeting the new plan's consumer education requirements.
  - Belvie Herbert requested that Council members and attendees sign to join committees addressing each of these topics.
  - Debbie also requested feedback on whether Purchase of Care contract providers should continue to be prohibited from charging families a late fee when picking their children up late. Attendees discussed the relative merits of changing the current policy.

#### **7. 2016-2017 Council Orientation & Planning**

- Mary Kate Mouser and Madeleine Bayard led a discussion about Council member roles and responsibilities and current Council governing and planning documents, including the code, bylaws, and current strategic plan. Please reference documents:  
<http://decc.delaware.gov/files/2015/12/Tab-3B-IRMC-Title-14-Amendment.pdf>  
<http://decc.delaware.gov/files/2015/12/Tab-3C-DECC-ByLaws-Final.pdf>  
<http://decc.delaware.gov/files/2015/12/Tab-6A-2013-2017-Strategic-Plan.pdf>.
- The 2016 meeting schedule was distributed. Please reference document:  
<http://decc.delaware.gov/files/2015/12/Tab-1A-2016-Meeting-Schedule-1.doc> .
  - There are 6 meetings per year – one of which is in partnership with the Sussex Early Childhood Council and another is in partnership with the Wilmington Early Care and Education Council.
- Council members reviewed samples from other states' Early Childhood Advisory Councils and gave feedback on what they would like to see in a Delaware Early Childhood Council job description. Please reference document: <http://decc.delaware.gov/files/2015/12/Sample-ECAC-Roles-Responsibilities.docx>.
- Mary Kate also shared the feedback from the Council on March 10 and from multiple individuals they have written the DRAFT of Delaware Early Childhood Council Committees. Please reference <http://decc.delaware.gov/files/2015/12/TAB-5A-Committee-Purposes.docx> .

- The Council will have the following three Committees:
  - Data and Policy Committee – to be chaired by Madeleine Bayard.
  - Health Committee – chair to be determined with Public Health.
    - Note: EIEIO will also be included as part of the formal structure of the Council as a subcommittee of the Health Committee, per their request.
  - Provider Committee – Julie Johnson from TLK has agreed to serve as chair.
- These committees will replace the prior committee structure.
- The Council Chairs will work with the Sustainability Committee Chair to determine how and if to reconstitute that committee.
- Standing committees may also be supplemented by short-term task forces to work on specific time-limited issues.

## **8. Future Meeting Topics and Close**

- The next meeting will include a discussion about past accomplishments and opportunities to build on those successes and advance the Council's strategic priorities.
- Paulina Gyan announced that the ECCS Grant ("Early Childhood Comprehensive Systems") has been awarded and it is for \$426,000 per year and for 5 years. Paulina thanked council members for their support.
- Next meeting is September 22, 2016
  - 10:00 AM – 12:00 PM
  - Meeting in Collaboration with the Sussex Early Childhood Council
  - University of Delaware – Cooperative Extension Office
  - 16483 County Seat Highway
  - Georgetown, DE 19947
- Mary Kate adjourned the meeting at 10:53 a.m.